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ad. 1/27
DD/S&T-3376/68

MEMORANDUM FOR: Deputy Director for Support

**SUBJECT : Interim Report on Contracting Team
Supporting DD/S&T Headquarters Offices**

1. The attached comments of the Director of ELINT are forwarded for your information with the thought that you might wish to treat this as an interim report. A final evaluation of the Team will be submitted to you in early 1969.

2. I wholeheartedly endorse the views of the Director of ELINT which are also shared by the Directors of OSI, OCS and FNSAC. All agree that it has been very beneficial to have the Team in the Headquarters building in direct support of this Directorate. Two factors are worthy of special note in this regard; namely, the professional ability and co-operative attitude of the members of the Team and their physical proximity to the Technical Officers. This arrangement permits direct and personal consultation on a daily basis between the Technical Officer and the Contract, Audit and Security Officers, and thus offers many opportunities for cost reduction and for the resolution of contracting and security problems before they become major difficulties.

3. I too am very pleased with the personnel selected by the Director of Logistics and other offices and I am confident that continued good performance by the Contracting Team can lead to but one result upon the completion of the first year of operation and that, of course, would be a most favorable evaluation.

4. In conjunction with this matter it may be of interest to you that members of my staff have completed several steps which have facilitated the Teams' efforts. One of these is

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the publication of a Project Officers Manual, and the other is the sponsoring by this Directorate of a series of courses in contracts for Technical Officers, conducted by [REDACTED]

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[REDACTED] I believe both measures will continue to assist the Technical Officer in developing a better understanding of the contracting process and thus strengthen the cooperative relationship of Technical Officer and Contracting Officer. I consider these steps to be in direct support of our mutual goal, the development of a strong contracting team concept.

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**Carl E. Duckett
Deputy Director
for
Science and Technology**

Attachment: As Stated

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**cc: D/L
D/S
D/T
D/OEL**

**1 - C/PMS/DD/S&T
2 - DD/S&T Registry
C/PMS/DD/S&T/ARL/rjm (30 Aug. 68)**

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